

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

Meeting Minutes

August 14, 2018

Present: Karen Burkinshaw, Richard Lacasse, Norman Muller, Rosemary Thompson, Al White, and six unit owners.

Prior to the start of the meeting, the Trustees completed the Certificate of Election that was then notarized. It will be filed at the Hampden County Registry of Deeds.

Ms. Burkinshaw called the meeting to order at 6:28 p.m.

Comments from the Floor:

Q.: Building 5 gets more attention than the other buildings.

A.: Since the major repair that was done in 2002, it has not cost any more than the other buildings to maintain. It just has issues that need to be addressed.

Q.: What can be done about the bird seed at the entrance?

A.: The bird seed is on city property – not on our property so we have no control over that. It does appear that the police have gotten involved.

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the July 31 business meeting (which followed the Annual Meeting). Vote: Passed.

Finances:

- As of today, we have \$31,250.60 in checking and \$190,328.17 in savings for a grand total of \$221,578.77.
- As of today, we have arrearages of \$542 involving three owners.
- Our financial review is still in progress.

Welcome/Social Committee: No Report.

Landscaping:

- Grub control will be done shortly.
- We need to address holes in the ground behind Buildings 5 and 1 as well as the side of Building 11. Our plan is to fill the holes with loam and apply grass seed. Most of these holes were caused by the decaying remains of dead trees and vegetation.
- One of the new bushes adjacent to the transformer between Buildings 1 and 2 is dead. A motion was made and seconded to ask Laurine to find and plant a suitable replacement at a cost of not more than \$100. Vote: Passed. Laurine secured the original trees at no cost to the Association.

Grounds/Property:

- We are still waiting for additional quotes for all the concrete issues: walks in front of Unit 59, drains in front of Building 5, leaks around Building 5 waste pipes, and trip hazard at the large dumpster area.
- We still need to address the Unit 9-10 front steps. Carolyn Sowa volunteered to research concrete step companies beyond our area and we are waiting for her results.
- We are waiting for quotes for tree trimming behind Buildings 6 and 7. The trees between Buildings 6 and 7 also need to be trimmed.
- Our two trash dumpsters were recently replaced.
- We are still waiting for Cindy Binnall's research on enclosures for the small dumpster area.

- During one of the recent rain storms, one of our catch basins did not work properly. We are watching this issue as we last had all catch basins cleaned in 2016 and they are not due to be redone this year.
- Asphalt crack patching will be done later this year.

Buildings:

- Don Dominique has volunteered to do an inventory and report on the condition of cellar windows on the property for future planning purposes.
- The Unit 85-86 front door has been painted.
- The new Building 4 front door lights need to be installed.
- We received four quotes to replace the gutter system on Building 4 with prices ranging from slightly over \$4,000 to over \$10,000. A motion was made to accept the quote of ASG Gutters of Springfield who was the lowest bidder. Vote: Passed. We also plan to replace the front corner downspout at Unit 16 at this time. Norman will coordinate this.
- We will address the front door kick-plate replacement issue later this year.
- We are still waiting for another quote for building and deck cleaning. We expect to move forward with this at our next meeting.
- We recently lost our common hallway cleaning service. Al is getting quotes for a replacement.
- We are getting prices to have the Meeting Room floor cleaned and waxed.
- We need to add a door closer to the front Meeting Room door.

Unit Issues:

- Unit 6 is due to be rented in September.
- Unit 9-10 front steps need to be replaced.
- The front corner downspout extension at Unit 9 needs to be redone. Our landscaper will be doing this soon.
- The sale of Unit 12 will close soon.
- Unit 37 is still for sale.
- We still need to do some outside faucet work at Units 41 and 71.
- Unit 46 is due to be rented in September.
- The Unit 60 cable problem has been resolved.
- Unit 63 has a new owner.
- Sod in front of Unit 72 will be replaced later this year.
- We received complaints about unit owners using visitor parking spots. As a reminder, several units have more than two vehicles and owners can park their extra vehicles in visitor spots, however, no one has exclusive use of any visitor spot. Visitor spots are available on a first-come, first-served basis. Please be considerate of your neighbors.

At approximately 8:30 p.m. the Trustees went into closed session. There being no further business, the meeting adjourned at 9:10 p.m.

Our next meeting will be on Tuesday, August 28, at 6:30 p.m. in the Meeting Room. All owners are invited to attend.

Respectfully submitted,



Norman Muller
Vice President

Reminders:

1. Speed limit is still 10 MPH. SLOW DOWN!!!
2. All visitor parking spots are available to everyone. No one has exclusive use of any particular spot. Be considerate of your neighbors.
3. If you have been using your air conditioner all summer, have you checked your filter lately?